
COA Executive Committee Meeting
September 17, 2020 via Zoom @ 2:00 p.m.

Meeting called to order @ 2:17 p.m. by Chair, Marsha Stone

COA Members Present: Marsha Stone, Pat Jordan, Peg Saulnier, Janice Colbert

Staff present: Hope Macary

Absent with regrets: None

Secretary: Minutes of the August 20, 2020 meeting were distributed prior to the meeting.

and were approved by the executive committee.

Treasurer: Pat Jordan reported the cash is in balance

Director's Report: Hope Macary reported they have been very busy. The building will open on Monday, September 21, 2020 and they are preparing for the indoor programs. Pre-registration is required in order to maintain the physical distancing and amount of people that can attend. There are no drop ins. The EOC equipment has been completely removed. There are 10 double tables in the Gallery Room and all programs will be held there. The Board of Health is still in the pool room.

PROGRAMS:

- Fitness instructions have been videotaping and also doing Zoom classes. Not many are interested in the Zoom classes, so the instructors will pre-record their classes and offer them on YouTube.
- Outdoor classes are going well; Qi Gong is very popular on the lawn; there will be a concert on the first Friday on October in the parking lot of the Senior Center; Foot care is going well and everyone is being screened at the front door prior to entering. If they have been sick within the last two weeks, they are asked to reschedule the appointment and refused entrance to the building.
- Grab & Go on Wed & Thurs is very popular as 60 lunches were given out this past week. We have lost our food coordinator and there are no plans to replace him at this time. We will re-advertise the position once the meals return to the dining room.

Meal ordered: Unconsumed meals 100 in July; 70 in August and 0 in September to date.

Written policies and procedures are being put in place for this program so almost anyone would be able to step in if needed.

- Halloween – we will do a curbside celebration and hand out goodie bags.

- Holiday/Christmas – In order to do anything, we would have to ask the COA for money. Pat Jordan indicated there is money in the COA account; maybe tea bags, hot chocolate, etc. in goodie bags. It was decided that it would be too expensive to do a separate meal, unless LifePath does a special holiday luncheon, then we could do the goodie bags then.

FY2021 Budget: We are on track, being careful as the formula grant has not been done, however it is expected to be level. We are down 3 positions from 5. The staff has the ability to cover for each other if needed.

Old Business: None

New Business:

- Opening details are in the September 2020 Newsletter.
- Pat Jordan will not be at the COA meeting on 9/27/2020.

Meeting Adjourned: 2:38 p.m.

Respectfully submitted,

Margaret (Peg) Saulnier, Secretary